

Minutes of the meeting of Watton Town Council held on

Tuesday March 10th 2026 at 7.00pm in the Council Chamber at Wayland Hall

Councillors Present: Gillian Tarrant – Chairman, Gavin Bulmer, Tina Cruz, Cathy Halfacre, Stan Hebborn, Keith Gilbert, Tomos Hutchings, Tina Kiddell, Keith Prince, Don Saunders, Jack White, Jacqueline White, Sarah Humphries

Officer present: Jane Scarrott Clerk

1. APOLOGIES FOR ABSENCE RECEIVED from:

Graham Martin and Sue Hebborn

2. NO DECLARATIONS OF INTEREST MADE

3. MINUTES

3.1 The Minutes of the meeting held on February 24th 2026 were accepted as a true record and signed by the Chairman.

3.2 Update from the meeting held on February 24th not agenda items for this meeting:

- Market Working Group met on 25.02.26.
- Not all Councillors have yet signed the Heritage Map gift for Weeze.
- Agreement made that invoices received from the temporary cleaner of the Community Hub can be paid weekly.
- Shortlisting has been undertaken for the vacancy of Receptionist/Office Support Clerk.

4. REPORTS

4.1 Chairman's Report

The Chairman has:

attended the Watton Twinning Association Anniversary Dinner on 28.02.26 and the High Sheriff's Justice Service at Kings Lynn on 01.03.26.

The Chairman informed Councillors of the forthcoming 864 (Watton) Squadron ATC Quiz Night.

4.2 No Report given by the Vice-Chairman.

4.3 Clerks Report

Written report presented in Councillors Agenda Pack with verbal update given:

- Road markings in and around Watton High Street are scheduled for renewal during the spring/summer months.
- First consultee comments for the Breckland Local Plan have been published.
- Proposal received to support "Turn the Town Pink" for Cancer Research UK. Dates and further information will be requested.
- Notification of Pride in Breckland grant award – e-mail shared with Cllrs. The award will be accepted and will be an agenda item for the next meeting of the Full Council when suggestions as to how the grant could be spent will be

considered. Cllr Kiddell spoke of the need for the Council to have projects ready “on the shelf” for when such funding opportunities arise.

- High Street Post Office moving to 1 Chaston Place. Post Office will be closed for a period of time due to the re-location.
- Endurance Estates Public Consultation re. development of land off Thetford Road to be held at the Queens Hall Thursday 12th March, 3-7pm.

4.4 Lead Councillors Reports

Keith Gilbert re-iterated that all Cllrs are invited to attend the Weeze 800th anniversary celebrations.

4.5 Report from Cllr Saunders on his visit to Wayland Academy:

Cllr Saunders and the Events & Marketing Officer (EMO) visited Wayland Academy on 27.2.26 and spoke to the Principal about apprenticeships, Duke of Edinburgh Award volunteers and the possibility of staging a Festival of Youth in 2027 to celebrate the achievements of young people in the town and surrounding area. The EMO is preparing a report which will be presented at the next meeting of the Full Town Council.

4.6 Notes from the Market Working Group Meeting held on 25.02.26 were received. The draft Equipment Loan Hire Policy was considered and will be brought back to Full Council once suggested amendments have been made.

The Vice-Chairman spoke of future plans for the Wednesday Market with suggestions including possible re-location of the market to the Kittell Close car park once the Town Council has ownership.

5. PUBLIC PARTICIPATION

No members of the public present.

6. DEVOLUTION AND LOCAL GOVERNMENT REORGANISATION (LGR) –

See information on <https://www.breckland.gov.uk/LGR>

7. TRUSTEES

7.1 Stevens Almhouses Charity

It was agreed that Cathy Halfacre will replace Sarah Humphries as Trustee for the Stevens Almhouses.

7.2 Watton Relief in Need Charity

It was agreed that Sarah Humphries will be the Town Council nominated Trustee for Watton Relief in Need Charity.

8. TRANSFER OF CAR PARKS

It was resolved to accept the Heads of Terms as presented for the transfer of ownership of the three car parks in the town currently owned by Breckland Council to Watton Town Council.

9. INTERNAL CONTROL STATEMENT

It was resolved to accept the Internal Control Statement as presented.

10. BIODIVERSITY

It was resolved to accept the biodiversity documents as presented and a meeting of the Biodiversity Working Group will be arranged to be held prior to one of the Full Council meetings to be held in April. Tomos Hutchings and Graham Martin have previously expressed a willingness to be members of the Committee and Don Saunders, Jack White and Gavin Bulmer offered to attend the meetings if they are to be held from 6.30pm prior to the Full Council meetings.

11. PLANNING

11.1 PL/2026/0301/FMIN Retrospective change of use from commercial offices for Car Sales Business (Use Class E) to a residential dwelling (Use Class C3), in association with the existing Shell Petrol Station 62 Brandon Road, Watton

No comments

12. Resolution passed to Exclude the Press and Public to consider confidential staffing matters:

12.1 It was resolved to accept the recommendation from the Interview Panel to offer the position of Town Council Caretaker to the chosen candidate subject to receipt of satisfactory references.

The Vice-Chairman gave an update on the enforcement action being taken by Breckland Council relating to land at Otterwood Kennels, Dereham Road, Shipdham.